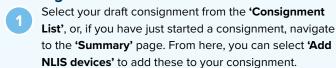
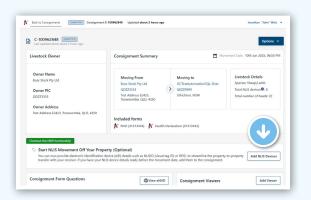
# Adding NLIS devices to a consignment in eNVD

# How-to Guide

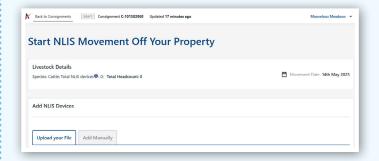
Producers can now add RFID or NLIS ID device numbers directly to an eNVD on the web platform, allowing receivers to automatically transfer these devices to their Property Identification Code (PIC) in the NLIS Database. This streamlined process reduces steps for the receiver, simplifies livestock transfers, and ensures greater accuracy by enabling receivers to verify device status before the consignment arrives.

## Sending livestock?



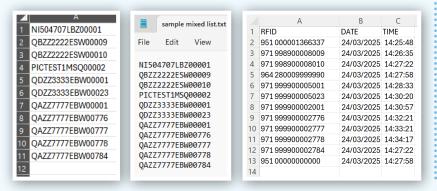


There are two ways to add the device numbers to your consignment: by uploading a file in CSV or TXT format, or by adding the devices manually.



#### For file uploads, ensure:

- Each row contains only one (1) device number the device numbers can include a combination of either NLISID (16 digits) or RFID (15 digits)
- The file contains no more than 10,000 devices
- The file is saved as a CSV format from Excel or a TXT format
- The file **does not** have headings
- If files from livestock scanners are used, these may have headers.
   The columns must be in the order RFID | DATE | TIME. Any other columns must be deleted before being uploaded.



### For manually adding devices, ensure:

- To enter either an NLISID (16 digits) or RFID (15 digits)
- Manually copy/paste or type no more than 1000 devices
- Press 'Enter' after adding each device number
- There are no words or headings added to the list you copy/paste in (see page 3 for manual entry)

**Example:** the devices can be accepted in these formats

NLISID	RFID	Or a mixture of both
NI504707LBZ00001	951 000001366337	951 000001366337
QBZZ2222ESW00009	971 998900008009	QBZZ222ESW00009
PICTEST1MSQ00002	964 280009999990	PICTEST1MSQ00002
QDZZ3333EBW00001	971 999900005001	971 998900008010
QAZZ7777EBW00001	971 999900002001	QAZZ7777EBW00776
QAZZ7777EBW00777	971 999900002777	QAZZ7777EBW00778
QAZZ7777EBW00778	971 999900002778	971 999900005001







# To upload a file:

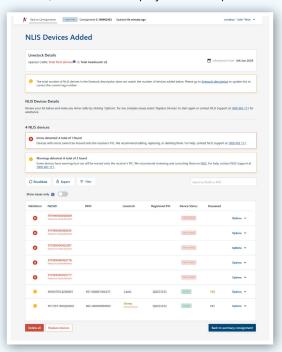
1

To add devices using a file, select **'Choose a file'** to browse and select the file from your computer, then click **'Next step'**. You can also drag and drop a file into the upload area.





You will see a list of the devices that have been uploaded. If there are errors or warnings with the devices, these will be displayed at the top of the screen.



The first warning indicates there is a difference between the number of devices uploaded in the file and the number of livestock you have indicated are in the consignment. Select the 'livestock description' link to add or update the number of livestock being moved.

The total number of NLIS devices in the livestock description does not match the number of devices added below.
Please go to <u>livestock description</u> to update this to correct the current tag number.

The red cross indicates a device with an error which cannot be transferred. For example, the file uploaded here included a heading, which displays as an error. This row can be deleted by selecting 'Delete' from the dropdown menu.



Issues with devices in the file upload are shown as warnings in yellow. Examples of warnings include the device status listed as deceased, a device of the wrong species uploaded, or the device status marked as inactive. It is recommended these are edited before submitting the consignment to ensure data accuracy.



To view only the rows with errors, toggle the **'Show** issues only' button at the top of the table. You can also use the **'Filter'** dropdown to filter by species, device status or deceased status.



To edit a warning on a device, select the '**Options**' dropdown on the row to either update or delete the entry.



If you select **'Delete'**, you will be shown a warning message and need to select **'Delete'** again.



If you select to edit the NLISID or RFID, you can edit the device number directly in the table and hit  $\checkmark$  to update once complete. When you edit either the NLISID or RFID, and click the tick to confirm, the other number will be updated automatically. It is not necessary to update both fields separately.

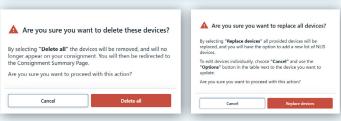


If you have made a mistake with the upload, you can select to either 'Delete all' the devices, or to 'Replace devices'.

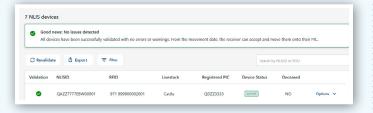
If you select '**Delete all'**, the devices will be removed and you'll be redirected to the Consignment Summary page.

If you select 'Replace devices', the devices will be removed and you will have the option to add a new list of NLIS devices.



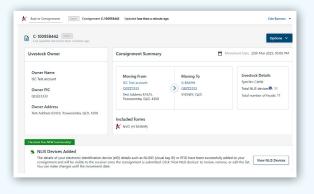


Once you have completed editing the devices, you should see the **'Good news: No issues detected'** message displayed.



**Note:** if you deleted any devices that were showing as 'warnings', you may need to update the 'livestock description' section again to ensure the number of devices matches the consignment.

You can then navigate back to the **'Summary'** page and complete the rest of the consignment details.



#### Manual entry:

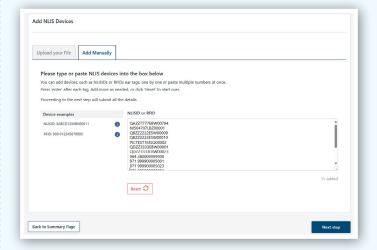


To manually add devices to a consignment, navigate to the 'Add manually' tab.

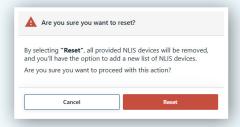


Type in each NLISID or RFID, and press enter between each number. Alternatively, you can copy and paste a list from an Excel or other file, ensuring there is a line break between each entry. When you have added all the devices, select 'Next step' to continue.

If you are manually entering an RFID number, it must include a space after the first three digits (e.g. 951[space]000327731228) to ensure it isn't marked as an error.



If you make a mistake, select 'Reset'. This will remove all the devices you have added to the consignment.



Follow steps 2-7 of the **'File upload'** method to check warnings and make corrections to the device list.





